Guidance to join from Google Chrome Web Browser (PC or Mac):

Step 1: Click on provided URL (Note: If you click before the scheduled start, you may not be able to proceed) The format will be of the form https://xxx.webex.com/xxx/onstage/g.php?MTID=xxxx Event Password will also be provided

Step 2: Enter First Name, Last Name, Email Address, and Event Password (provided) and click either "Join Now" or "Join by browser"

Join Event Now	
To join this event, provide the	following information.
First name:	
Last name:	
Email address:	
Event password:	
	 Remember me on this computer (<u>Clear my information</u>) I would like to take a free WebEx trial (email required).
	Join Now Join by browser NEW!

Step 3: On next screen, confirm your Email Address, and enter your Affiliation and Mobile Number and click Submit Please complete this form to register for the event. An asterisk (*) indicates required information.

Please answer the following qu	estions.
* First name:	Eirstname
* Email address:	email@address.com
* Confirm email address:	
	* Affiliation:
	* Mobile Number:
	Remember me on this computer

(Clear my information)

Step 4: You may be prompted to add WebEx to your browser - follow the instructions if provided

Step 1 of 2: Add Webex to Chrome

Follow this one-time process to jo 1 Add Webex to Chrome an extension? Run a temporary application to jo	2 Cisco Webex Extension		
Select Add Webex to Chrome.	Select Add to Chrome in the Chrome store.		
Add Webex to Chrome			

Step 5: Once your client or browser window has loaded, click the Telephone icon to see your audio options:

	Audio Connection	×
	<↓×	
You	're not connected to audio.	
Connect to audio		
ஒ Use comput	er for audio ô	
ଝୁି Call in		View

Step 6: If you select "Dial In" you will need to follow the instructions and use the Access Code and Attendee ID to be identified to the system:

C	Call in		×
1. Call			
Call-in toll-free r 1-866	umber (US	/Canada)	
Call-in toll numb 1-408	er (US/Cana	ada)	
Show all global of	all-in numb	pers	
2. Enter			
Access code	2	#	
	_		

Step 7: To enter the queue for each round of questioning, you will need to select either the (...) icon or the eicon, depending on your computer, and then click "Raise Hand" – if you need to withdraw your question, you may use the same procedure to "Lower Hand" at any time



Guidance to join from Mobile Device (iPhone or Android):

Step 1: Download the appropriate app depending on your device

- <u>https://apps.apple.com/us/app/cisco-webex-meetings/id298844386</u>
- <u>https://play.google.com/store/apps/details?id=com.cisco.webex.meetings&hl=en_US</u>
- Step 2: Click on provided URL (Note: If you click before the scheduled start, you may not be able to proceed) The format will be of the form https://xxx.webex.com/xxx/onstage/g.php?MTID=xxxx Event Password will also be provided

Step 3: Follow the prompts to register for the event:

Done 🔒 cisco.webex.com 🗚 💍	Done ≙ cisco.webex.com AA Ĉ	Done 🔒 cisco.webex.com 🗚 💍	
<< Back		<< Back	
Mayor de Blasio Daily Press Briefing	Mayor de Blasio Daily Press Briefi	Mayor de Blasio Daily Press Briefing	
Registration is required for joining this event	Registration	Registration	
Wednesday, March 18, 2020, 11:00 am	* Email address	* First name:	
Host: Christopher Weiture	user@press.com	Firstname	
Description:		- Last name:	
		Lastname	
Register	Next	* Email address:	
	HOAL	user@press.com	
If you are registered, have your registration ID ready when		* Press Affiliation:	
Johning the event.		Outlet	
Join	AutoFill Contact Done	• Mobile Number:	
	"com"	2125551212	
San Francisco Time Learn More	qwertyuiop	Submit	
© 2020 cisco	asdfghjkl	San Francisco Time Learn More	
	☆ z x c v b n m ⊗	Cisco Cisco cisco	
	123 space go		
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Step 4: Click "View Event Information" and then click "Join the Event":

	🔒 cisco.webex.com	AA Č	
			Mayor de Blasio Daily Press Briefing
Mayor de Blasio Daily Press Briefing		riefing	Registration is required for joining this event
Done! You re	gistered for this event.		Wednesday, March 18, 2020, 11:00 am Host: Christopher Weiture
	View event information		Description:
San Francisco T	ime		Register
Cisco Webex	© 2020	alialia cisco	If you are registered, have your registration ID ready when joining the event.
			Join

Step 5: Chose whether to "Use Internet for Audio" or "Call In" – your choice will depend on the quality of your internet connection vs your ability to make phone calls from your location. Using the Internet provides higher quality audio but does require a reliable network connection



Step 6: If you select "Call In", you will need to use the telephone number, Access Code, and Attendee ID number provided. Depending on your mobile device, you may be able to connect your phone by clicking on the blue-highlighted telephone numbers, or you may need to enter these codes when prompted. It is suggested that you write these numbers down separately for use while dialing:

Cancel	Call In		
Call-in toll-free num	ber	+1-866-4	
Call-in toll number		+1-408-	
Global Call-in numbe	ers		
Access code		2	
Attendee ID		69	

Step 7: To enter the queue for each round of questioning, you will need to select the icon from inside the upper right corner of the WebEx app, and then click "Raise Hand" from the bottom right hand corner. If you wish to withdraw your question, you may use the same steps to "Lower Hand" at any time

